



INTEGRATED CONTINGENCY PLAN

*Haartz Corporation
87 Hayward Rd.
Acton, MA 01720*

March, 2001

Revised
June, 2002
November, 2003
November, 2004
November, 2005
December, 2006

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SPCC Plan Amendment Log

Amendments which are incorporated into the body of this Plan shall be recorded below by the engineer making the amendment, noting the date of this incorporation and description of the amendment.

Date	Responsible Person*	Description	Pages
12/1/06	E. Steward	Update muster point coordinator list Update emergency response staff list Update emergency telephone list Update fire extinguisher dwg. Bldg 15 Update security company	2-15 & 16 A-17 A-18 B.11-6 C-10
11/1/05	E. Steward	Update natural disaster section Update muster point coordinator list Update external contacts Update emergency response staff list Update emergency telephone list Update emergency exit dwg Bldg 15 Update fire extinguisher drawings	2-9 & 10 2-15 & 16 A-3 A-17 A-18 B.3-11 B.11-1 thru 4, B.11-6, 8
11/1/04	E. Steward	Update muster point coordinator list Update emergency response staff list Update emergency telephone list Update emergency exit dwgs. Bldg 15, Craig Rd Replace fire extinguisher drawings Update Incident Investigation forms	2-16 A-17 A-18 B.3-11, 13 B.11-1 thru 8 D-4, 5 & 6
11/10/03	A. Silva (MA 36834) / E. Steward	General Revision all sections Replace drawings B.3 & B.12 1-8 with B.3 1-13	B.3, B.12
6/3/02	E. Steward	Update muster point coordinator list Update contact list Update emergency response staff list Update emergency telephone list Update eyewash/shower drawing Update fire loop drawing Update fire alarm system drawing Update extinguisher location dwg. B 14&6 New extinguisher location dwg. Craig Rd. Update emergency exit dwg. Craig Rd. Update security company	2-15 & 16 A-1 A-17 A-18 B.3 B.9-1 B.9-3 B.11-5 B.11-8 B.12-8 C-10

* If a significant change, then engineer name, state, registration number.

2.7. EVACUATION

Emergency Coordinators will notify the Muster Point Coordinators, via two-way radios, whether a portion of the facility or the entire facility must be evacuated. If evacuation is required, employees will assemble at their designated primary external muster points, as indicated below. If their primary muster points are not accessible, personnel will report to the next nearest muster point.

All machine operators must press the EMERGENCY STOP button before evacuating the area.

Muster point coordinators will conduct headcounts and report missing persons to the Emergency Coordinator. All muster point coordinators are equipped with 2-way radios so that they can communicate with the Emergency Coordinator.

Maps that show primary and secondary evacuation routes are provided in Appendix B.3.

Muster Point A:

Location: Bldg. 14, Lot #9
Coordinator: Ken MacLeod (day); Al Blackington (night)
Alternate: Joe Bolduc (day); Sean Stringer (night)
Areas Responding: Buildings 5A, 13, 13A, 14, 16 & 18:
T/C Application, Line 1 & 2
T/C Manufacturing & Coatings Lab.
Non-Wovens & Incoming Fabrics
MEK Tank Farm
Classroom

Muster Point B:

Location: Bldg. 15, Fire Road
Coordinator: Rob Bolduc (day); Marcio Silva (night)
Alternate: Bill Kerrigan (day); Jack Mompremier (night)
Areas Responding: Buildings 15 & 17:
Shipping
Inspection
Bldg. 15 Receiving
Extruders #7-9
T/C Application, Line 3

Muster Point C:

Location: Bldg. 1, Lot #2
Coordinator: Dave Kendrick (day); Phil Hodges (night)
Alternate: Bob Raymond (day); Julio Santiago (night)
Areas Responding: Buildings 1, 1A, 2, 4, 5 & 10:
Sales & Customer Service
Accounting, MIS, Purchasing
Lab, Process, HR & Operations Offices
Extruders #1-5
Building 10 (W/R, Extruder #6, UV Lines)
Dryblend Mixing

R&D Offices
Maintenance & Engineering
Receiving, Bldg. 1A

Day shift Muster Point C Team Leaders List:

Sales & Customer Service:	Chris Belland or Bonnie Bastarache
Accounting:	Paul Chastanet or John Gardner
MIS:	John Gardner or Paul Chastanet
Purchasing:	Rudy Nicoletti or Andy Nicoletti
Lab:	Jen Akzin or Bob Raymond
Process:	Doug Bishop
HR:	Dianne Jopling
Extruder 2:	Rob Faulcon
Extruder 4:	Kevin Hamblin
Extruder 5:	Alberto Vivas
Building 10 (W/R, E6, UV):	Dave Wade or Ben LeBlanc
Dryblend Mixing:	Ben LeBlanc or Dave Wade
R&D Offices:	Paul Batts and Walter Robar
Facilities Engineering:	Geoff Kerr
Building 1A Receiving:	Rick Burton or Dave Trombley
*T/C Line 1:	Gilvan Santos
*T/C Line 2:	Joe Bolduc
*T/C Line 3:	Harvey Pimental
*Extruder 7:	Carlos Martinez
*Extruder 8:	Bill Kerrigan
*Extruder 9:	Dan Finnegan

(* - if assigned to a Muster Point C work location)

Muster Point D:

Location: 20 Craig Road

Coordinator:	Ken Nutt (day);	George Bernier (2 nd);	Alan Frost (3 rd)
Alternate:	Terry Derr (day);	Hassan Mansaray (2 nd);	Mario Jimenez (3 rd)

THE HAARTZ CORPORATION EMERGENCY TELEPHONE LIST

	TELEPHONE	SPEED DIAL <u>#61</u>	CELL PHONE	SPEED DIAL <u>#61</u>
TO REPORT A FIRE OR MEDICAL EMERGENCY	911	001		
POLICE EMERGENCY	911	001		

A- EMERGENCY MECHANICAL, ELECTRICAL, or FACILITY TROUBLE

Rod Goguen	978-342-8135	097	978-580-7298	726
Mark Endyke	603-437-6574	105	978-580-7362	728
Ben Haartz	508-473-3764	155	978-580-7541	736

B- PLANT INJURY (ACCIDENT)

Brenda Buckley	978-741-3409	033	978-580-7604	618
Rod Goguen	978-342-8135	097	978-580-7298	726

C- FIRE and/or EXPLOSION

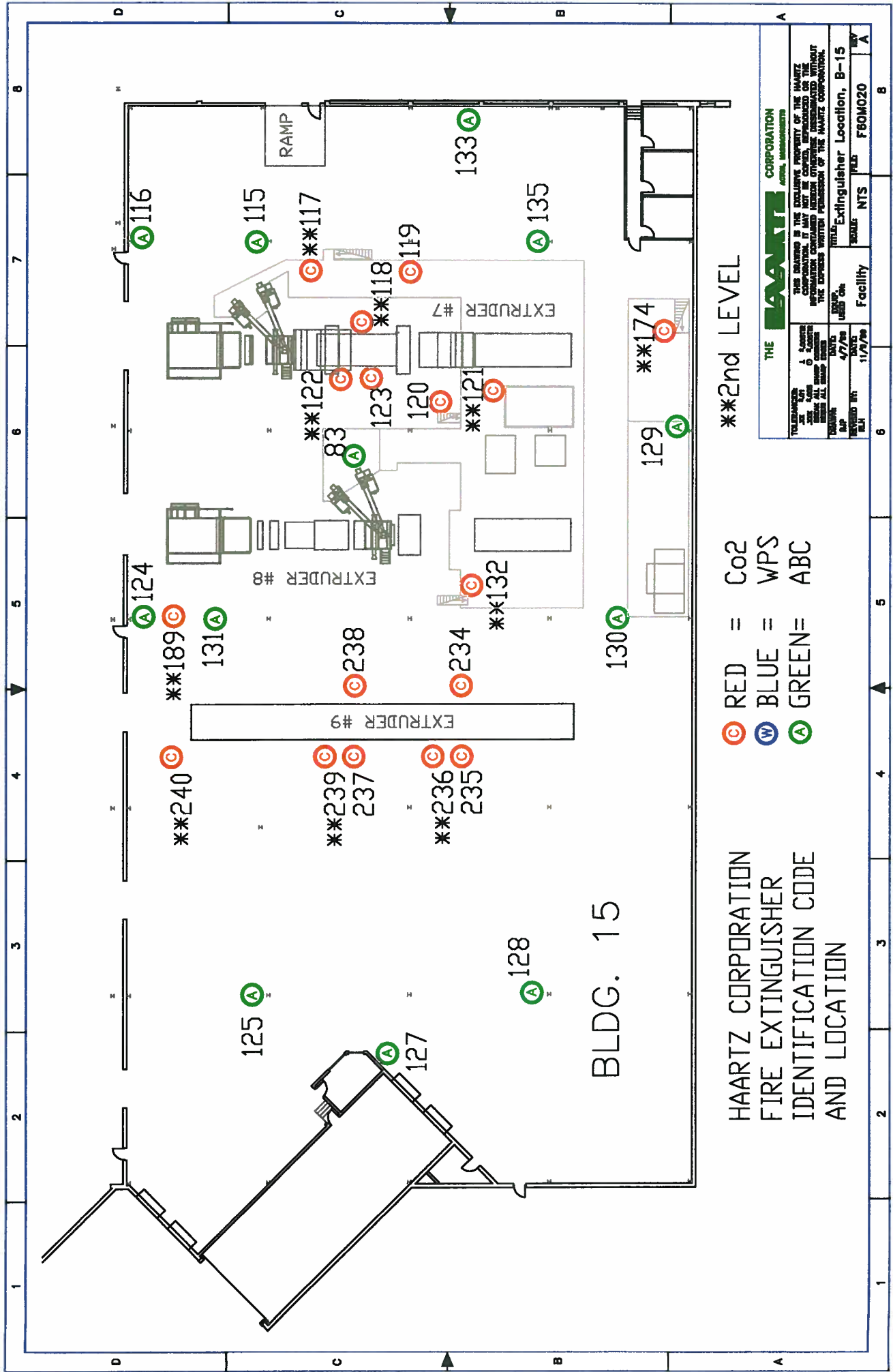
Rod Goguen	978-342-8135	097	978-580-7298	726
Eric Haartz	978-371-7211	028	978-793-0966	611
Ben Haartz	508-473-3764	155	978-580-7541	736
Mark Endyke	603-437-6574	105	978-580-7362	728
Dick Hatfield	978-263-0322	035	978-793-0952	
Ernie Steward	978-486-3392			

D- CHEMICAL SPILL

Rod Goguen	978-342-8135	097	978-580-7298	726
Ben Haartz	508-473-3764	155	978-580-7541	736
Dick Hatfield	978-263-0322	035	978-793-0952	
Ernie Steward	978-486-3392			

HAARTZ PERSONNEL AND OTHER EMERGENCY PHONE NUMBERS

Eric Haartz, CEO	978-371-7211	028	978-793-0966	611
John Fox, President	978-685-1440	029	978-397-0158	609
Doug Sieber, VP-Operations	508-869-0564	011	978-394-1800	
Wil Mueller, Plant Engineer	603-883-6614	007	978-580-6525	717
Dianne Jopling, Personnel Director	978-433-8548	063	978-793-0953	
Brenda Buckley, Safety Director	978-741-3409	033	978-580-7604	618
Mike Krupski, Plant Manager	978-827-6711	827	978-793-0037	704
Steve Woodard, Manager - Nights	603-432-9606		978-621-6322	703
Rene Beaudoin, Plumber	978-534-2309	333		
Doug Greenaway, Mechanic	978-394-3334	422		
Bill Culkins, Electrician	978-343-7952	095		
Roger Bradley, Welder/Fabricator	978-838-2030	171		
David Kendrick, Engineering	978-264-9862			
Security Guard (pager)	978-963-0857	799		
NSTAR - Emergency (Electric Power)	800-592-2000			
KeySpan (Gas leak)	800-231-5325			
Acton Water Department	978-263-5656	021		
Safety Signal (MEK Tank Farm)	508-376-2238	037		
Securitas (Security Guards)	508-898-9333			
Fire Equipment	888-296-1381	169		
Grinnell	781-828-5310	098		
Stillian Electric (Fire Alarm System)	978-423-6085			
Allstate Power Vac (HazMat Team)	508-393-2537			
Clean Harbors (HazMat Team)	800-645-8265			
AFA (Burglar/Fire Alarm, Craig Rd.)	888-232-1873			



B.II-6 FIRE EXTINGUISHER LOCATIONS - BLDG. 15

C.2 Site Security & Emergency Communication Systems**Security Guards**

The Facilities Department at Haartz has contracted with Securitas to provide security services at the facility from 4 p.m. - 8 a.m., Monday through Thursday and from 4 p.m. Friday to 8 a.m. Monday. One security guard is stationed in the security office during these time periods, although the guard is required to conduct periodic walk-throughs of the facility buildings. Securitas follows the procedures in their company manual unless directed by Haartz to follow a different procedure.

During production hours, the security guard must notify the Facility Manager of any existing problems. Furthermore, the guard is responsible for monitoring the MEK Storage Facility alarms and will investigate any alarm and notify the Emergency Coordinator(s). During non-production hours, the guard will follow the same procedure.

Fencing and Gates

The facility has no fences or gates; however, security is provided by the guards described above.

Facility Lighting

Facility lighting is provided in all areas. This lighting is sufficient to provide for the detection of spills during darkness and should deter acts of vandalism that could otherwise result in oil spills.

Flow Valves, Starter Controls, and Pipeline Loading/Unloading Connections

All starter controls, master flow valves, and pipeline loading/unloading connections that would permit outflow of container contents are locked in a closed position when in non-operating or non-standby status.

Phones, Pagers and 2-Way Radios

There are six "red" phones around the facility that provide a direct connection to the Acton Fire Department. Haartz has equipped most salaried and supervisory personnel with pagers. In the event of an emergency, employees have been instructed to contact outside responders first and then notify the Haartz emergency responders of the situation. The emergency responders are also equipped with 2-way radios that allow them to communicate to all the muster point coordinators. All necessary emergency communications are then provided to the employees via the muster point coordinator.

The red phones are inspected and tested for proper working condition as part of the *Weekly Safety Checklist*. The pagers and 2-way radios are in use during normal operations and are therefore continuously tested.